



Career Development Facilitator (CDF) Training FACT SHEET

ABOUT CDF

The term “career development facilitator” is a title that is used by people who work in different career jobs and settings that impact the careers of others. The term has actually been around for more than 20 years, but only recently, as the job market has gone global and become increasingly more complex, has there been a real need for people who understand the basics of career development.

CDFs are educators, employment and workforce professionals. The opportunities are vast and the credential is internationally recognized and promoted through the National Career Development Association (NCDA).

In South Carolina, the Education and Economic Development Act resulted in the mandate for CDFs in both middle and high schools by next school year. Many other states are following the same model. The goal was to have career centers within every school to assist students in developing career goals for life after high school.

BENEFITS OF TRAINING

CDFs better understand their career potential. The workplace is changing at a dramatic pace, and the CDF training offers the broadest, most comprehensive and effective way to acquire those skills today. And best of all, for those who complete the training, can earn the internationally-recognized Global Career Development Facilitator Certification credential.

CORE COMPETENCIES

There are twelve (12) core competencies that every CDF should master. These competencies are recognized by all the leading organizations that support a systematic approach to career development. And they are all trained in this CDF course. The core competencies of a CDF include: helping skills, knowledge of the labor market and resources, career assessment, working with diverse groups, ethical and legal issues related to career development, career development models and theories, developing employability skills, training clients and peers, program management and implementation, promotion and public relations, technology that impacts career development, and the relationship between consultation and supervision in career development.

TRAINING

The CDF course, traditionally, requires 120 contact hours to complete the entire curriculum. In the past, students have had to sit through 80 or more classroom hours in the evenings and on weekends, but the CDF course is now available in a very convenient eLearning format which enables students to take most of it from the convenience of their home or office.

The CDF eLearning course does still require two face-to-face classroom sessions, but all the rest of the course can be done at time and place of the student’s choosing. Typically, students will spend about 80 hours in class (combined face-to-face and virtual) and 40 hours doing independent field study project.

The CDF eLearning course is, by far, the most convenient and fun way possible for professionals in career and workforce development to take this important course and then move on to earn the Global CDF.

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